
PROFESSIONAL EXPERIENCE:

Committee on Oversight and Government Reform, U.S. House of Representatives, Washington, D.C. June 1, 2016-present
Professional Staff Member (Dec. 9, 2016 – present); Staff Assistant (June 1, 2016 – Dec. 9, 2016)

- Portfolio area includes federal workforce issues such as the civil service generally, federal retirement programs and policies, and federal employee recruitment, retention, compensation, and benefits. Also includes Social Security mail fraud, executive branch reorganization, and security clearance policy.
- Researches, drafts, negotiates, and manages legislation in portfolio area. To date, lead Committee staffer on 7 standalone bills that were signed into law in the 115th Congress, 7 bills that passed the House of Representatives, and 6 bills that passed Committee markup. Also worked on Committee equities in non-OGR bills, such as the National Defense Authorization Act and annual appropriations bills.
- Engages with congressional offices (Republican and Democratic), other committees, federal agencies, and interest groups on issues in portfolio area.
- Prepares for subcommittee and full committee hearings in portfolio area through prior research, organizing briefings, coordinating witnesses, liaising with Democratic staff, and creating briefing and hearing materials for Republican Members.
- Writes letters in portfolio area on behalf of the Committee to federal agencies and outside groups that ask for information or detail Committee's position on policy issues.
- Plans and executes investigations in portfolio area which include drafting and releasing staff reports detailing the Committee's findings.
- Conducts general oversight of federal agencies within the Committee's jurisdiction, including the U.S. Office of Personnel Management, Merit Systems Protection Board, Federal Retirement Thrift Investment Board, and General Services Administration.
- Gained management experience comprised of assigning tasks and reviewing work products for two individuals detailed to the Committee on a temporary basis.
- Previously managed post office naming bills in Committee markup and on the House floor.

Committee on Oversight and Government Reform, U.S. House of Representatives, Washington, D.C. July 6-Aug. 28, 2015
Intern

- Conducted ad hoc research for the Subcommittee on Government Operations, focusing on cyber protections, federal government/District of Columbia relations, and oversight of the executive branch's rulemaking process.
- Listened to whistleblowers regarding federal government programs and drafted memos discussing their concerns for Committee staff review.
- Organized Committee hearings by ensuring all necessary preparations were completed quickly and efficiently while also helping to maintain audience decorum during the hearings themselves.

Committee on the Judiciary, U.S. House of Representatives, Washington, D.C. Apr. 2-May 29, 2014
Intern

- Engaged with Committee members' personal offices to plan the Committee's CODEL to New York City.
- Answered phone calls, handled official mail, and referred members of the press/lobbyists to the appropriate staff member.
- Served as the initial point of contact for the Committee by interacting and communicating effectively with elected officials, constituents, and business and community leaders.
- Ensured Committee hearings and markups ran smoothly through thorough preparation.

EDUCATION:

Washington & Lee University, Lexington, VA Sept. 2012 – May 2016
Bachelors of Arts, Politics and Sociology/Anthropology, Minor in Education

- Johnson Academic Scholarship Recipient (Full tuition, room, and board)
- Phi Beta Kappa (Academic), Omicron Delta Kappa (Leadership), Pi Sigma Alpha (Politics), Alpha Kappa Delta (Sociology) Honor Societies
- McJunkin Endowment for Student Engagement Recipient (Summer 2015)
- Endeavor International Student Collaboration Grant Recipient (Summer 2015)
- Office of Student Affairs General of the Month (Winter 2014)
- Dean's List and Honor Roll: All semesters 2012-2016
- Mock Convention, Co-Political Director and National Political Analyst (2014-2016)

RELEVANT TECHNICAL SKILLS:

Legislative drafting, Knowledge of congressional legislative and investigative procedures, Speech and report writing